

**BY ORDER OF THE COMMANDER  
AIR RESERVE PERSONNEL CENTER**

**ARPC INSTRUCTION 36-3006  
4 APRIL 2002**



**Personnel**

**USE AND PREPARATION OF ARPC FORM 64 AND 123**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

OPR: HQ ARPC/DPSSE  
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Certified by: HQ ARPC/DPSS (Ms Sherrie Briggs)

Pages: 1

Distribution: F

This instruction outlines the preparation and use of ARPC Form 64, **Reserve Component Survivor Benefit Plan Election Change**, and ARPC Form 123, **Reserve Component Survivor Benefit Plan Election Certificate**.

This instruction includes a requirement to maintain, collect, use, or disseminate information subject to the Privacy Act of 1974. **AUTHORITY:** Title 10 U.S.C., Chapter 73 for ARPC Form 64 and Title 10 U.S.C. 1448 for ARPC Form 123.

- 1. References:** AFI 36-3006
- 2. Purpose:** To allow eligible personnel to elect to participate in the Survivor Benefit Plan.
- 3. Preparation.** All Sections are to be completed by the Reservist and returned to the Entitlements Branch at ARPC for processing.
- 4. Procedures:**
  - 4.1. The Entitlements section mails the form to the member so they can make their election or change their election. The member returns the form to ARPC.
  - 4.2. If the forms are not received in the established timeframe, the member's election is not processed and they do not receive the benefit.
- 5. Form Prescribed.** ARPC Forms 64 and 123.

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